

**School & Town Building Committee**  
**Special Meeting Agenda**  
**Thursday, November 21, 2019**  
**Roof Walk at East Granby High School – 4 pm**  
**Town Hall – (approximately 5 pm) After Roof Walk**

1. Call to Order – meet at East Granby High School to commence roof walk
2. Walk MS/HS Roof and Allgrove Roof (if necessary)
3. Reconvene at the Town Hall Meeting Room
4. Public Comment (Please limit your comments to one-time for a two-minute maximum)
5. Correspondence
6. Minutes – October 30, 2019
7. Old Business
  - a. Project Manager Report – Roger LaFleur
  - b. Project Update – Roofs
  - c. Project Update – Roads
  - d. Allgrove Air Conditioning/Electrical Engineering Update
  - e. Project Timeline Review
8. New Business
  - a. Next Meeting Date
  - b. Approve Bills
9. Public Comment (Please limit your comments to one-time for a two-minute maximum)
10. Adjourn

# TOWN & SCHOOL BUILDING COMMITTEE MINUTES

October 30, 2019 – 7:30 pm  
Town Hall Meeting Room

1. **CALL TO ORDER** -- A meeting of the East Granby Town & School Building Committee was held at the Town Hall Meeting Room. Chairman Jim Hayden called the meeting to order at 7:31 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Tim Butler, Jim Velleman, Rick Granger, John Ziobro, and Mike Malloy.

Also present were Roger LaFleur, Project Manager, and Ray Carlson, Facilities Supervisor for the Town.

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – none
4. **MINUTES** – T Butler pointed out the fact that the start time of the last meeting was 6:33 pm and not 7:33 pm as stated in the minutes. B Ravens-Seger made a motion to accept the October 16, 2019 minutes as corrected. Seconded by J Ziobro. **Motion Approved Unanimously.**
5. **OLD BUSINESS**
  - a. **Project Manager Report** – R LaFleur stated that the school roof projects and plans have been thoroughly reviewed by R Carlson.  
  
R LaFleur stated that the EIFS painting on the Public Safety Building and the Community Center has been completed. Metal painting on Allgrove School is to be scheduled.
  - b. **Project Update – Roofs**  
  
Metal work on the Middle School/High School roof is ongoing and still expected to be completed by the end of November. R Granger suggested that the Committee, along with R LaFleur and R Carlson, go up on the Middle School/High School roofs and view the work done and to be done. It was the consensus of the Committee that it was a good plan.  
  
The Public Safety Building roof work is continuing. It is about 40% shingled. When more of the shingle work is complete, the roof overhang construction will begin.

Eric LaChapelle of The MAIER Design Group was unable to attend the meeting. He sent two designs of potential overhangs for the Public Safety Building to R LaFleur for presentation to the Committee. The Committee discussed each design. B Ravens-Seeger made a motion to approve design #1 for the overhangs on the Public Safety Building. Seconded by R Granger.  
**Motion Approved Unanimously.**

- c. **Project Update – Roads** – J Hayden stated that the first coat of pavement is on Newgate Road. The curbing for essential and drainage areas is expected to be completed in a week. The second coat and the remainder of the finishing work will be done in the spring.
- d. **Allgrove Air Conditioning/Electrical Engineering Update** – none
- e. **Project Timeline Review** – see above

**6. NEW BUSINESS**

- a. **Next Meeting Date** – November 21, 2019 at 4:00 pm at the Middle School/High School so the Committee can go up on the roofs to view the work done and yet to be done. The meeting will then move to the Town Hall Meeting Room.
- b. **Approve Bills** – There was a list of bills reviewed for approval:

Adams & Adams – clean-up	\$ 1,200.00
AVT – S.E.F.D. & Ambulance Building progress payment	\$ 63,836.20
DMR Materials – stone	\$ 1,154.25
Ferguson – pipe	\$ 817.48
Galasso – stone & driveway mix (\$463.68, \$948.51, \$310.50, \$234.53, \$2,236.29, \$173.31, \$232.14)	\$ 4,598.96
Great Brook Lumber – 5 yards mulch	\$ 115.00
Jack Farrelly – (pipe \$1,850.88, wattle \$215.53, straw blanket \$310.91, drain cover \$352.48)	\$ 2,729.80
Imperial – progress payment Allgrove	\$124,640.00
MAIER Design – MS/HS base contract, reimbursables	\$ 268.53

Barbara Marsele – Committee Clerk	\$ 75.00
NAPA – paint for road striping	\$ 50.00
PM Resources – Allgrove & MS/HS oversight & reimbursables	\$ 11,319.02
Signs Plus – signs for Newgate Road	\$ 90.00

J Ziobro made a motion to approve all the bills as listed. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

7. **PUBLIC COMMENT** -- none

8. **ADJOURN** – J Ziobro made a motion to adjourn the meeting at 8:15 PM. Seconded by T Butler. **Motion Approved Unanimously.**

Respectfully submitted,  
 Barbara A. Marsele  
 Committee Clerk